

# APPLICATION TO **CORRECT** A **MICHIGAN DEATH RECORD**

For additional information:  
**(517) 335-8660**  
 Mon-Fri 8:00 am - 5:00 pm ET

**MAIL APPLICATION, INCORRECT DEATH RECORD AND PROPER FEE TO:**  
Vital Records Changes  
PO Box 30721  
Lansing MI 48909

APPLICANT (PERSON REQUESTING CHANGE OR CORRECTION)		PLEASE PRINT CLEARLY AND LEGIBLY
Applicant's Name:		Driver's License or State Identification #:
Address:	City/State:	Zip:
Daytime Phone Required: (        )	Other Phone: (        )	
To protect you from identity theft, we require <b>PHOTO IDENTIFICATION</b> to be presented along with this application. (See back for details)		

ELIGIBILITY		Please check the applicable category for requesting a correction to a Michigan death record (do not use for physician correction)	
9	Funeral Service licensee		
9	Next-of-kin of the deceased person named on the record. You must specify your relationship to the decedent:		

REQUIRED DOCUMENTATION
<p><b>Almost all corrections require supporting documentary evidence.</b> Corrections to certain information such as names, marital status, date of birth and other key items are subject to very specific evidentiary requirements and the required documentation may vary. If you have specific questions or need more information, you may call the Changes Unit at <b>(517) 335-8660</b>.</p> <p><b>Please list below the documentary evidence you are submitting to make the correction requested:</b></p> <p>1. _____</p> <p>2. _____</p> <p>3. _____</p> <p>4. _____</p> <p>Documentation will be returned to you with the corrected record.</p>

[illegible]

DECEDENT'S INFORMATION		If any death information is unknown, please indicate "unknown" in the appropriate space.	
NAME OF DECEDENT (First, Middle, Last)		DATE OF DEATH (Month, Day, Year)	
PLACE OF DEATH (City and County)		GENDER	
		<input type="checkbox"/> Male <input type="checkbox"/> Female	

A SIGNATURE IS REQUIRED TO PROCESS THE APPLICATION	
<b>K</b> Signature of Person Requesting Correction:	Date:

<b>PAYMENT</b> - The fee for correcting a Michigan death record is \$40.00 and includes one copy of the record with the corrections made. Additional copies of the new record are available for \$12.00 each when ordered at the same time. <b>Payment must be made by check or money order and made payable to the "State of Michigan."</b>		
Application Fee <b>(Non-Refundable)</b> Fee includes one (1) certified copy of the record	\$ 40.00	\$ 40.00
_____ Additional Certified Copies	\$ 12.00 Each	\$
<b>TOTAL ENCLOSED:</b>		\$

<b>PENALTIES:</b> Any person who willfully and knowingly makes false application to change a Michigan vital record may be fined and/or imprisoned, pursuant to MCL 333.2894(1)(b) and (c).
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<b>PHOTO ID REQUIREMENTS FOR CHANGING OR CORRECTING A MICHIGAN DEATH RECORD</b> * Please Send Photocopies - Not Original Documents *
<p>A current valid, photo identification is required in order to establish eligibility to request a change or correction to one. To protect you and the community from identity theft, we require a copy of the applicant's photo identification to be presented along with the application.</p> <p><b>At least one of the following photo ID's:</b></p> <ul style="list-style-type: none"> <li>&lt; Michigan driver's license unexpired or expired for not more than one year</li> <li>&lt; State of Michigan identification card unexpired or expired for not more than one year</li> <li>&lt; Unexpired driver's license or official identification card issued by another state in the U.S., jurisdiction or territory</li> <li>&lt; Unexpired U.S. or foreign passport</li> <li>&lt; U.S. military identification, military dependent identification or veteran's identification</li> </ul> <p><b>Or, if you do not have one of the above, at least one of the following photo ID's, with stated supporting documents:</b></p> <ul style="list-style-type: none"> <li>&lt; Employment identification with photo, accompanied with a pay stub or W-2 form</li> <li>&lt; School, university or college identification with photo, accompanied with a report card or other proof of current school enrollment</li> <li>&lt; Michigan driver's license expired for more than one year, accompanied by a motor vehicle registration or title, a bridge card, MI-Health card, inmate probation or discharge documents, a veteran's DD-214, or an original copy of an Affidavit of Parentage</li> <li>&lt; Department of Corrections identification card, accompanied by probation or discharge papers</li> <li>&lt; If an inmate currently incarcerated, a Department of Corrections identification card, accompanied by a verification of incarceration by the facility on letterhead</li> </ul> <p><b>If you are unable to provide any of the above mentioned forms of identification, please contact the Michigan Vital Records Changes Unit at 517-335-8660 and speak with a changes specialist.</b></p>